

CIO Council Meeting Minutes

June 24, 2004

The June meeting was held at the Grimes Building Conference Room from 1:00 – 3:00 p.m.

1. **Welcome and Introductions** – Judy Peters welcomed everyone to the meeting and asked everyone to introduce themselves.
2. **Vice chair election** – Margaret Munson was elected vice chair of the Council. Rich Jacobs and JoAnn Naples will serve with the chair and vice chair as the executive committee.
3. **ICN Update** – New routers are all installed. Bandwidth managers will be in place by the end of July. The video rate process is starting. ITTC will decide those rates at its September meeting. Watch the ICN Web site for requests for comments on the video rates.
4. **ITE Update** – There is a 3 pm meeting today regarding rates for FY06 to discuss elimination of the zero rate or non-billable services from ITE. Major upgrades are being planned for the Hoover data center, including HVAC, chillers, power systems, and security. Plans are progressing for JHFQ as a disaster recovery site. Contact ITE to participate in that site. The email retention RFI is back.
5. **IT Procurement** – The workgroup has categorized the list of exemptions for pre-approval for purchase and reviewed the rules. The purpose of the exemption list is unclear since the purchasing rules for IT products and services have changed to require pre-approval only for purchases of \$50,000 or more. John Gillispie talked about the rules and the cost reduction task force. There will be a public hearing on June 29. The CIO Council asked Leon to prepare a comment stating our recommendation that the items on the pre-approval list be not subject to pre-approval no matter what the amount of the purchase.
6. **Pooled Tech ROI Scoring Process** – July 15 is the final date to submit ROI's for funding consideration. The CIO Council including ITE will score the requests. The expectation is that there will be 15 or fewer applications for Pooled Tech funds. Each CIO is asked to score all applications, including their own. The scoring period will be July 19 to August 13. ITE will write "offers" for these Pooled Tech requests for the buying teams in the budget process.

7. **Enterprise IT Plan** – The plan has been approved and it posted on the ITE Web site. There will be no tactical plan until after the EIP process is completed.
8. **IT Customer Council Update** – The IT Customer Council will finalize rates for the common directory at its next meeting. I/3 rates will be set by an I/3 Customer Council for FY06. They will look at IFAS and HRIS costs from FY05 and inflation to set the FY06 I/3 rates. They expect about a 40% increase in rates. For FY07 the rates will be fully loaded. The I/3 Steering Committee meets tomorrow and will be the I/3 Customer Council to begin with. The expectation is that the I/3 rates could be \$200 per FTE per year for financial, HRIS, and budget.
9. **EIP Assessment** – Completed spreadsheets are due July 6. Be sure to use the most current version of the spreadsheet and pay close attention to the last tab. Coeur Group will be here around July 13 and will probably be housed in the Lucas Building. They expect to be in Des Moines T-Th most weeks. Wes Hunsberger and Lorrie Tritch will be working with Coeur Group on project timeline revisions. Meetings with agencies will start after the spreadsheets are received and the consultants are here.
10. **DAS Information Security Office update** – Chief Information Security Officer Greg Fay distributed a handout with information about the Information Security Office. Bret Voorhees, Larry Brennan, and Marie Hubbard will be staffing the office. The ISO would like the CIO Council security subcommittee to be a resource for them. An email from the CISO asked for names for security contacts. Meetings with agencies will be set up. The ISO will review answers to the Cyber Security Survey and establish a baseline. They'll be working to help agencies identify and address risks.
11. **Standards Issues** – Work on electronic forms and enterprise survey software continues.

The Next CIO Council meeting is scheduled for July 29, 2004 from 1:00 – 3:00 p.m. at the Grimes Building first floor North Conference Room.

Attendees of the June 24, 2004 CIO Meeting
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Last Name	First Name	Department
Anthony	Dale	IDPH
Erickson	Erwin	Auditor's Office
Fay	Greg	DAS
Kammermeier	Kevin	DPS
Hellstern	Robert	IVH
Jacobs	Richard	IDRF
McLaughlin	Tim	DIA
Mosena	Steve	DHS
Munson	Margaret	COM
Naples	JoAnn	DNR
Peters	Judy	IWD
Schwartz	Leon	IPERS

Others Present

Last Name	First Name	Department
Davis	Harry	SOS
Gillispie	John	DAS
Hunsberger	Wes	ITE
Lantz	Patricia	DAS